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Citizens' Voice Project

QUARTERLY REPORT

JULY -- SEPTEMBER 2012

TDEA Office

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Executive Summary

In the July-September 2012 quarter, the Project made significant progress in terms of grant solicitations, evaluation of grant applications, award of grants, and implementation of already awarded projects to civil society and private sector organizations. Two grant cycles (i.e. the third and fourth ones) were announced in the quarter. On July 01, 2012, 31 grants with a total value of PKR442 million were announced under the third grants cycle. Another 60 grants with a total value of PKR595 million were announced under the fourth grants cycle on September 30, 2012.

In total, 20 grants were awarded in this quarter, inclusive of one that was withheld at the last moment pending USAID clarification. These grants covered multiple themes like education sector reforms, legislative governance, municipal services and reforms in the Frontier Crimes Regulations (FCR). The number of total awards at the end of September 2012 stood at 33, including the USAID approved grant for CPDI, which was withheld at the last stage of award pending USAID clarification. The number of total awards is expected to increase to over 60 by the end of November 2012, if most of the recommended applications under the third grants cycle were approved by the USAID.

During the reporting period, the Project submitted 36 recommendations to the USAID for final approval in relation to the frontier crimes regulation, 18th amendment, local governments, transparency and accountability, and energy sector reforms. Simultaneously, the Project staff continued to work with several other USAID approved applicant organizations to have their applications improved and meet other requirements prior to the awards. Besides, after PSC approval, the project staff worked with DTCE on its multiple applications on local governments, 18th Constitutional Amendment and transparency and accountability to convert them into one consolidated application for a larger grant.

In this quarter, significant progress was also made in processing the 7 USAID recommended applications in relation to the legislative governance theme. The project staff worked with the related organizations to have their applications revised and improved upon, besides carrying out required risk assessments both from programmatic and operational point of view. Simultaneously, on the direction of USAID, the Project started processing 11 more applications with 50+ marks under the 3rd grants cycle. Hence, it is expected that project would be able to recommend around 18 more applications for award by the mid-November 2012. Given these applications and with the 60 grants intended to be awarded under 4th cycle announced on 9/30, the number of grants awarded is expected to exceed 130 within a few months.

Monitoring activities packed up in this quarter, especially in terms of review of reports and field visits. The M&E Unit intensified the monitoring and evaluation work, especially in terms of receipt of grantees' reports, review of reports, backstopping, approvals of project staff hired by sub-grantees, feedback on PMPs, compliance with pre- and post-award conditions, and follow up on various milestones agreed with the grantees. The project staff carried out multiple M&E visits to various organizations during the reporting period.

As for the capacity building, AASR-GT conducted one quick impact training for grantees, and made preparations for another 3 days training workshop to be held in Islamabad in October 2012. TAF conducted 2 quick impact-training workshops; and made preparations for their third training workshop for the education sector grantees. Besides, TAF signed a contract with COMSATS University in Islamabad for seven days long management training course to be implemented for the sub-awardees of the Citizens' Voice Project. TAF and COMSATS also organized their first 'training of trainers workshops' for the proposed course. Arrangements were also made for the award of a similar contract to Institute of Business Management (IoBM) in Karachi.

1. Administration and Procurement

Administration and procurement staff coordinated efforts with security focal person to procure and setup jersey barriers at the office entrance, which was felt necessary and expedient to secure the office premises.

Procurement process for the advertisement of the 3rd grants cycle was completed, and the advertisement was published on July 01, 2012.

Administration and Procurement unit played their part in organizing the Third Grants Cycle information session, which was held at Hyderabad on Monday, July 09, 2012.

Procurement orders for two official cars were issued and the delivery of Honda City and Suzuki APV was expected in November 2012 and December 2012 respectively.

Bids were obtained through a competitive process for security equipment, and the evaluation process was likely to complete in November 2012.

Revised procurement plan was drafted and submitted to the USAID on August 30, 2012. It incorporated, among others, furniture and equipment to be purchased under the amended contract, which included provision for Election Information Monitoring System (EIMS).

New contracts for janitorial services and security services were issued, after due process, with effect from October 1, 2012.

Procurement process was initiated for the Election Information Monitoring System (EIMS). Slight delays were encountered due to procedural hiccups, coordination challenges and required approval of consolidated procurement plan. Related progress included the following:

- A vehicle was rented for the official use in relation to EIMS.
- Purchase order for 38 workstations was issued on September 28, 2012.
- Purchase order for 20 KVA UPS was issued on September 28, 2012.
- Contract for security guards was signed on September 24, 2012.
- Office space for EIMS was rented on September 11, 2012 in F-10/1, Islamabad.
- Purchase order for office setup was issued on September 28, 2012.

In addition to the above, procurement process for most of the remaining EIMS related equipment was at an advanced stage. The unit performed a range of routine functions and operations to support the ongoing project activities. Discussions continued with the vendors and officials of Economic Affairs Division, Government of Pakistan for obtaining tax and duty exemptions on all procurements.

2. Human Resource Management

Mr. Kashif Farooqi and Mr. Naseer Abbas Khan joined the project as Program Officers in the Program Development and Research (PD&R) Unit on August 6, 2012. Mr. Hasan Raza joined as Grants Officer on September 19, 2012. Ms. Shazia Sabir was recruited as Assistant Webmaster, who formally joined on September 26, 2012. Mr. Faheem-ur-Rehman was appointed as Finance Officer in the EIMS team on September 25, 2012. He was to join the team in October 2012.

Administration Assistant, Mr. Muhammad Ali, was promoted to the position of Administration Officer.

TDEA accepted the resignation of Mr. Ali Shan Azhar, Director, Monitoring, Evaluation and Research, and communicated the same to the USAID on July 25, 2012. Senior Program Officer Communications, Syeda Amina Ahmed, resigned on August 17, 2012. Her resignation was accepted and she was relieved of her responsibilities later in the month. Later, Manager Communications, Mr. Haroon Asif, also submitted his resignation on September 11, 2012, which was accepted by the TDEA management. He was to be relieved of his responsibilities at the expiry of one-month notice period.

HR Unit contributed to TDEA's efforts aimed at developing a new performance appraisal system, which will be applicable to the project staff as well.

HR Unit conducted interviews for the position of Application Developer and Webmaster on Wednesday, July 18, 2012. The recruitment committee only recommended one suitable candidate for the position of Application Developer, who later declined the offer. The committee did not make any recommendations for the position of Webmaster.

The HR Unit facilitated staff of M&E Unit to attend the ASP-LUMS training on Monitoring and Evaluation, which was held at LUMS, Lahore on July 16-20, 2012.

Following advertisement in the national dailies on September 2, 2012, applications were received and analyzed for the vacant positions of Director Monitoring, Evaluation and Research (ME&R), Manager Security, Manager Operations, and SPO Communications. Further process was to be carried out in the following months.

12 positions (23 vacancies) relating to EIMS were advertised in national dailies on September 12, 2012. By the end of the month, all preparations had been made for the recruitment process including short-listing of candidates and formation of interview panels.

Recruitment process for 2 vacant positions in M&E remained underway. The delay is partly because of the Project's need to engage at least one of the M&E staff members from Balochistan, who needed to be tested and interviewed in person.

In addition, the following tasks were performed:

- Orientation meeting for EIMS staff was held during the month.

- EIMS staff was inducted as per laid down procedure.
- Recruitment process for the position of Manager Communications & External Relations was initiated.
- Orientation meetings were held on the new staff performance appraisal system.
- Required process for employees' health insurance was completed.

3. Monitoring, Evaluation and Research

3.1. Program Development and Research:

3.1.1. Technical Review Process

The Unit completed the technical review of all applications related to the third grants cycle. The related Technical Review Committees (TRCs) included PD&R staff, certain colleagues from the capacity building team of TAF and designated staff members from TDEA secretariat. Details of received applications, reviewed applications and results are summarized as below:

Themes	Applications Received	Incomplete Applications	Applications Reviewed by TRCs	Applications with over 50 Marks
Advocacy for Effective Implementation of the FCR Reforms	11	-	11	7
Citizens' Advocacy for Implementation of 18th Amendment	40	6	34	19
Citizens' Engagement and Accountability for an Effective Local Government System	37	4	33	18
Citizens' Voice for Strengthening Transparency and Accountability Mechanisms	51	6	45	16
Energy Sector Reforms	31	5	26	12
Total	170	21	149	72

3.1.2. Approvals and Application Revisions:

In this quarter, the PSC recommended 37 applications under various themes for USAID approval. In the light of PSC feedback on short-listed applications under various themes, the PD&R Unit worked with relevant organizations to have their applications revised. Later, the recommendation summaries for 5 FCR related grants, 7 18th amendment related grants, 8 energy related grants, 7 transparency related grants and 9 local government related grants were prepared and submitted to the USAID for final approval on August 20, August 30, September 4, September 5 and September 10 respectively.

Recommend applications

Theme	Nation-wide	Punjab	Sindh	KP K	FATA	Baloch-istan	GB	AJ&K	Total
FCR Reforms	0	0	0	0	5	0	0	0	5
18 th Amendment	0	3	1	1	0	2	0	0	7
Local Governments	1*	4	2	2	0	1	0	0	10
Energy Sector Reforms	0	3	1	0	1	0	1	2	8
Transparency and Accountability	0	0	3	3	0	1	0	0	7
Total	1	10	6	6	6	4	1	2	37

*Multiple applications of DTCE were considered; and it was recommended that these should be consolidated into one larger project for further consideration and approval. It covers all the four provinces i.e. Sindh, Balochistan, Punjab and KPK. It was submitted to the USAID for approval on October 2, 2012.

The PD&R Unit also worked with the 4 conditionally approved applicant organizations relating to the legislative governance theme to have their applications revised in the light of USAID comments. Besides, the Unit engaged the USAID's recommended (on August 8, 2012) organizations to have their applications revised in the light of USAID and GMC comments. It is expected that the project will be able to submit to the USAID up to 8 revised applications for final approval by mid-October 2012.

The USAID recommended to the project on September 18, 2012 to consider 'all the organizations with 50% and above marks for funding under cycle 3'.¹ Following this, the Unit reviewed the relevant applications and, after the GMC's input, initiated the process of engaging the 11 identified organizations for the improvement of their applications. The process was likely to complete by the 3rd week of October 2012.

3.1.3. Meetings about understanding or Improving Process:

On August 13, 2012 a meeting was held between the project team and colleagues from USAID's office of Economic Growth on the grants proposed for USAID approval under the thematic area of Tax Sector Reforms. It was attended by COP, Director Grants and Manager PD&R from project's side, and COR, Director of Office of Economic Growth and his team members. The meeting helped with clarifications required by the EG office and brought them on the same page with the project as far as grant making process was concerned.

3.1.4. Development of Program Descriptions:

The program descriptions developed during the quarter included the following:

- Citizens' Voice and Accountability for Youth Development; and
- Citizens' Oversight and Accountability to Improve Governance [for larger grants under consideration].

¹ Earlier, GMC or PSC had not recommended, due to multiple reasons, several applications for award, despite having more than 50 Or even 60 marks. However, the USAID required the project to further review such applications and see if more applications could be recommended after necessary risk mitigation measures.

The project staff also responded to questions from USAID colleagues about the program descriptions, which had been developed by the project and were under consideration for the fourth grants cycle.

3.1.3. Announcement of Third and Fourth Grants Cycles:

The Unit contributed to the finalization of arrangements for the advertisement of third grants cycle on July 1, 2012 and fourth grants cycle on September 30, 2012. The related work included, among others, the finalization of program descriptions, which had been developed by the project and which were later approved by the USAID with certain comments.

3.2. Monitoring and Evaluation:

3.2.1. Support for the Award of Grants:

The M&E Unit developed milestones for the 11 Second Grants Cycle sub-awardees under the thematic area of Education Sector Reforms; and shared the same with the Grants Unit for further process. Similarly, the Unit contributed to the award process relating to four legislative governance applications, which were:

- Association of Global Humanists and Ethics (AGHE);
- Hamdam Development Organization (HDO);
- Water, Environment and Sanitation Society (WESS); and
- Pakistan Women.

Moreover, the M&E Unit revised work plans of two applicants of 3rd Grant Cycle (i.e. FCR theme), and one applicant of 2nd Grant Cycle (i.e. Legislative Governance theme); and shared the same with the Grants Unit for further process. These applicants were:

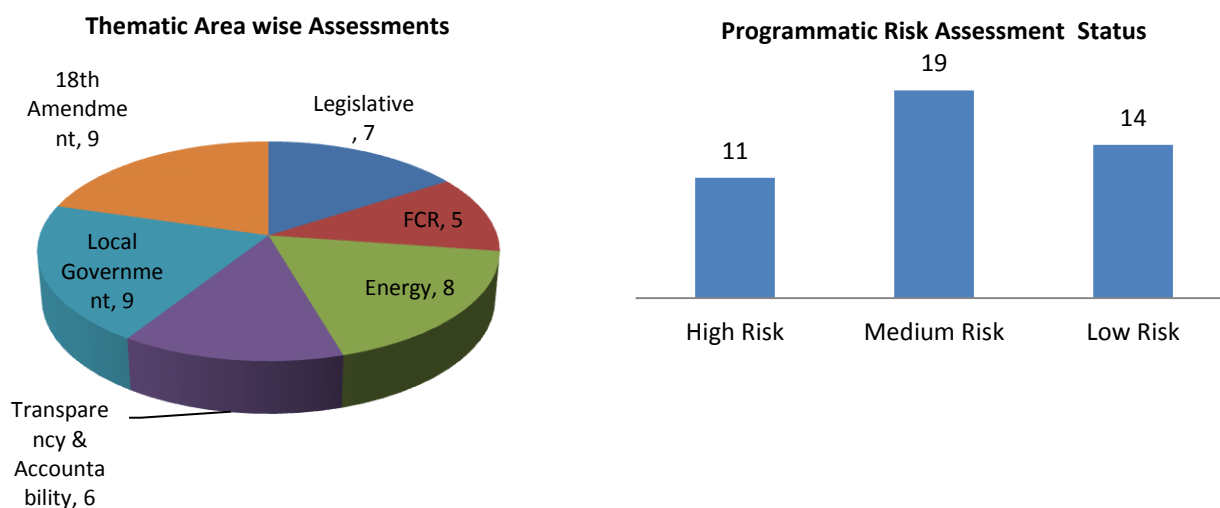
- Devolution Trust for Community Empowerment (DTCE);
- Step Towards Empowerment of Pupils (STEP); and
- Yours Engineering Solutions (YES).

Lastly, the M&E Unit suggested conditions to the Grants Unit to be negotiated and agreed with the above-mentioned approved applicants. These conditions were based on the findings of risk assessment exercise, which helped to determine the requirements for strengthening the systems of the grantees and to help ensure their compliance with the contractual obligations and USAID regulations.

3.2.2. Programmatic Pre-Award Assessments:

The M&E Unit initiated and completed the programmatic pre-award assessments of potential grantees under the 3rd grant cycle and some potential grantees of 2nd grants cycle. The process involved review of documents and visits to the offices of relevant organizations for spot checks and discussions with the management. Objective of these assessments was to systematically and objectively assess the institutional, governance and programme implementation capacity of the potential grantees in the light of the objectives specified in Grants Manual of the Project as well as to meet the requirements of Mission Order 200.4. On the basis of this exercise, potential grantees were ranked as low, medium or high risk. Details of the risk categorization of these short-listed

applicants can be seen in the below graphs, whereas, detailed list of applicants is given as Appendix IA for programmatic pre-award assessment and IB for operational pre-award assessments.



3.2.3. Post-Award Monitoring:

In this quarter, a post-award field-monitoring plan for the First and Second Grants Cycle sub-awardees was finalized, and the related arrangements were made. As per this plan, the post award visits started in the first week of September 2012.

By the end of the quarter, the M&E unit had carried out 18 post-award M&E Visits. Out of these, 14 focused on the first grants cycle grantees, and 4 on the second grants cycle grantees. The overall performance of visited grantees was satisfactory, except certain delays on the part of some grantees due to challenges faced in signing MOU with concerned government department, obtaining NoCs in sensitive regions, and mobilizing teams in the very beginning. The list of grantees visited during the quarter included the following:

- GINI
- Semiotics
- PEACE KP
- ABKT
- PES
- PEACE- Balochistan (Sind)
- DevCon (Sind) (Municipal) and (Education)
- Goth Singhar - Sind
- PEHE- Sind
- Awaz CDs - Multan
- Damman - Multan
- AGHE - Municipal
- DADO
- DEWA

During these post award M&E visits, M&E field teams held meetings with project staff, reviewed the progress (i.e. targets vs. achievements), verified the activities of sub-awardees as per their monthly progress reports,

helped them for the finalization of PMEPs and provided them guidance for the preparation of monthly progress reports, quarterly progress reports, field monitoring reports, events reports, and necessary documentation.

Project team provided formats, comments and feedback to 17 grantees about their PMPs. Reporting format for monthly progress report was shared with all grantees.

During this period, the 1st cycle sub-grantees submitted their monthly and quarterly reports, while the second cycle grantees submitted only the monthly progress reports. M&E unit reviewed these reports for performance analysis, as well as for required clearances to the Grants Unit for release of related installments.

The Unit processed approvals of project coordinators/managers of 12 positions to be filled by the grantees on the awarded projects. The related organizations included, among others, OHD, LEAD, READ, Sudhar, HDO, HDF, Devcon, CF and CRCP. Out of these, 2 were the replacement cases, as the already approved staff had resigned and grantees hired new project managers/coordinators. These two cases involved Consumer Right Commission of Pakistan and Children First.

M&E unit provided support, feedback and facilitation, and later approved:

- Banners of three grantees i.e. Devcon, AWAZ, PEACE-Sindh, and DADO;
- Advertisements for hiring staff and consultants by two grantees i.e. AWAZ and AGHE;
- Baseline study methodology, as proposed and submitted by DEWA and READ;
- Newsletter of 1 grantee (i.e. GSF);
- Training manual developed by one grantee i.e. AWAZ;
- 4 Radio and TV messages on Water Rights by one grantee i.e. GINI; and
- Messages related to energy sector by one grantee i.e. PEACE-KPK.

3.2.4. Activities of Sub-Awardees:

During the quarter, grantees carried out a vast range of activities to achieve project objectives and ultimately to contribute to intermediate results of PMP. The detail of the activities carried out is summarized as below:

- A draft Handbook (Citizens' Guide to Electricity) containing related laws, rules, regulations and procedures with a focus on citizens' participation in energy policy debate, tariff determination and technology change was prepared by Semiotic.
- The Network made a formal intervention in the NEPRA's Public Hearing against the PESCO's Petition in Peshawar (September 27, 2012) arguing that the raise in tariff was not justified in the absence of any progress in controlling line losses, system losses and recovering outstanding payments from defaulters. The Network argued that the cost of inefficiency should not be passed on to consumers. The NEPRA panel appreciated the role of The Network and offered help to better understand intricate tariff determination mechanism. The journalists attending the open hearing widely covered The Network intervention in a positive way in DAWN, Tribune, and The Nation.
- The Network had a meeting with the presiding officer of the Consumer Court, Rawalpindi, and briefed him and his colleagues about the project.
- The Network identified ten consumer groups in Islamabad district for future collaboration to promote the objectives of the project.

- CRCP issued 2 Weekly News Alerts on Natural Gas Governance Initiative Pakistan (NGGI-Pak).
- GSF and Devcon formed seven Street Committees for TMA oversight in Jacobabad and Shahdadpur respectively.
- Devcon held 13 monthly meetings with street committees for TMA services oversight in Shahdadpur.
- PEHE conducted one awareness session on efficient cropping patterns with farmers in Taluka Pano Aqil of District Sukkur.
- PEHE conducted one awareness session on water distribution system with farmers in Taluka Pano Aqil of District Sukkur.
- PEACE, Balochistan, organized two debates on citizens' rights in taluka Hussain Bux Mari of District Mirpur Khas.
- GST and PEHE initiated two baseline surveys in District Jacobabad and Sukkur respectively, whereas GINI completed its baseline study.
- GSF and Devcon established complaint procedures/ forums in Taluka Shahdadpur and Jacobabad respectively.
- GINI organized an in-house capacity building session in Sargodha for its field staff and members of local NGOs and CBOs with a focus on report writing, data management, presentation and communication skills, community mobilization, and tips for conducting a survey.
- Advocacy Manager of GINI arranged a detailed meeting with PIDA and Irrigation Department offices at Faisalabad. Rana Shahid, XEN, Irrigation Department, Faisalabad and Mr. Zulfiqar, Operations Manager of PIDA were briefed about the project objectives and activities.
- Awareness raising campaign for the rights of users was started by GINI by using newspapers, cable network and radio.
- DAMAAN completed the dissemination of 600 pamphlets, 300 brochures and 300 posters. Five documentaries on water related issue were also showed in district level seminars. Besides, the district level networks membership increased from 150 to 300.
- AWAZ organized 11 meetings of People Awareness and Rights Committees (PARCs). Capacity building module for the training of PARCs was prepared and printed. In addition, 30 persons were identified for District Water Rights Committee.
- ABKT organized meetings and dialogues with focal persons of TMA Timergara, TMA Chakdara and District Officer Social welfare Department in Dir Lower.
- PES received a list of 60 schools from education department and a temporary NOC letter, which is subject to final approval from Secretary Education.
- READ conducted Pre-KAP Survey and organized 21 meetings with different stakeholders, in which 314 persons participated including 232 men and 82 women.
- LEAD conducted an Inception Workshop on Strengthening Civil Society Oversight of Education Decentralization in Punjab. The workshop was attended by 14 people i.e. 8 men and 6 women.
- Sudhaar conducted 10 meetings with community stakeholders for designing key messages. Besides, the first draft of tools and methodology for the baseline was submitted to the Citizens' Voice Project for approval.
- HDF developed a module for capacity building of community organizations and drafted tools and a methodology for the baseline.
- OHD conducted a project launching ceremony and two meetings with community members.
- 17 Meetings with government officials conducted.
- 1 consumer group's participation in NEPRA hearing.

- Report of the seminar on “Understanding Electricity Issues” held on July 10, 2012 in Islamabad shared with the M&E Unit by Semiotics.
- 2 on-line news alerts issued by CRCP on natural gas governance.
- 1 provincial level seminar on “Enhancing Electricity Sector Efficiency” conducted.
- 1 provincial level seminar on “Enhancing Electricity Sector Efficiency with Public Participation in KPK” was held in Peshawar on August 30, 2012 by PEACE.
- PEACE facilitated the formation of an advocacy forum on electricity related issues in KPK.
- 21 street committees formed for oversight of related TMAs.
- 1 awareness session on “Water Efficient Cropping Patterns” held in Pannu Aqil (District Sukhar) on August 30-31, 2012.
- 1 Tehsil Network of farmers established in Tehsil Pannu Aqil (District Sukhar) for advocacy about water rights.
- 2 MoUs signed with TMAs in Tehsil Hussain Bukhsh Marri (District Mirpur Khas) and Tehsil Shahdadpur (District Sanghar).
- AWAZ CSD drafted an institutional mapping report on irrigation department in district Multan.
- AWAZ CSD formed a “Peoples’ Awareness and Rights Committee” in Multan with focus on irrigation and water rights.
- 1 capacity building module prepared by AWAZ CSD with focus on members of “Peoples’ Awareness and Rights Committee” in Multan.
- 200 posters, 1800 leaflets and 750 brochures disseminated by DAMAN on water rights in Vehari, Lodhran and Multan districts.

3.2.5. Synergies and Linkages Development:

Mr. Ajmal Elahi, Manager M&E, and Mr. Tahir Ali, SPO PD&R, visited Peshawar on July 5, 2012 to attend a meeting at the Khyber Club with the USAID team and representatives of AHKRC and DADO i.e. municipal services sub-awardees. The main agenda of the meeting was to introduce the sub-awardees with other partners of USAID related to MSDP in Peshawar.

Mr. Ajmal Elahi, Manager M&E, visited Karachi on Friday, July 13, 2012 to attend a meeting at Avari Hotel with the USAID team and representatives of DEVCON, PEACE Sindh and Goth Seengar Foundation. The main agenda of the meeting was to facilitate and build close coordination amongst the Citizens’ Voice Project sub-awardees and other partners of USAID working in the municipal services sector in Sindh.

On August 8, 2012, Manager M&E and COP held a meeting in the Serena Hotel with the USAID colleagues to explore the possibilities of coordination, linkages and synergies among the energy sector grantees of Citizens’ Voice Project and other USAID partners or interventions. From the USAID side, the meeting was attended by, among others, Mr. Nazeer Mahar - COR, Ms. Catherine Johnson – Director D&G.

Manager M&E and COP held another meeting on August 28, 2012 at the Small Grants Office with the USAID colleagues and management of Small Grants Program. The participants included Mr. Nazeer Mahar, Ms. Catherine Johnson, Charles Cutshall, Saeed Ashraf Siddiqi, Mazhar Iqbal and Mr. Abrar Ahmad from the Energy Team.

On September 18, 2012, Mr. Saeed Ashraf Siddiqi, COP of Small Grants and Ambassador Fund Program (SGAFP), visited the project office and held a meeting with Mr. Mukhtar Ahmad Ali and other colleagues. Purpose of the meeting was to share information, exchange ideas and explore possibilities of coordination and synergies between the two projects grantees and sub-awardees. Later on, a detailed list of contact details of the grantees of the Citizens' Voice Project was shared with the COP of SGAFP.

3.2.6. M&E System Development:

On August 10, 2012, M&E colleagues participated in a meeting including COP, Manager MIS, and Director Grants to discuss and finalize parameters of required GMIS modules for grantee reports, monitoring and evaluation.

Later, the M&E Unit continued to closely work with the MIS staff to review, finalize, modify and adjust parameters of required GMIS modules for grantee reports, monitoring and evaluation. A detailed monitoring checklist to be used during field visits was also developed during the month. The Unit also worked on improving various reporting templates, which it uses to track performance by the sub-awardees.

3.2.7. Miscellaneous:

- All members of M&E Unit attended an ASP-LUMS training at LUMS, Lahore, on 'Monitoring and Evaluation for Operational Managers' on July 16--20, 2012.
- The M&E Unit made a presentation in the orientation session organized by the Grants Unit on August 31, 2012 for the sub-awardees of the Second Grants Cycle. The presentation covered, among others, aspects like programmatic reporting and guidelines for PMP preparation.
- Manager M&E participated in the meetings of GMC and facilitated the related process through his input and feedback on various aspects including programmatic pre-award reports.
- An Orientation Session was held with short-listed applicants of the Third Grants Cycle for the revision of their work plans.
- M&E team participated in a two days training on Proposal Development at Shangrilla Resort Murree, organized by The Asia Foundation, on 3-4 September 2012.
- A template was shared with the first grants cycle sub awardees for sharing of project staff contact details. A consolidated version of the details shared by the sub awardees was later shared with all concerned.

4. Finance, Grants and Compliance

4.1. Grants:

4.1.1. Pre-Award Assessments:

In this quarter, the Grants Unit issued 5 task orders to AASR-GT for 38 pre-award assessments i.e. 24 detailed assessments, 12 rapid assessments and 02 for upgrading the previous assessments. By the end of the quarter, the Grants unit had received 23 pre-award assessment reports from AASR-GT. Most of these had been reviewed during the quarter in order to determine the level of risk and inform negotiations related to awards of grants and capacity action plans.

4.1.2. Process Improvement:

The Unit drafted and finalized required documentation for conversion of TDEA funding to advance basis; besides a request to the USAID to consider the award of Letter of Credit to TAF for grant funds.

Project team started review of the sub-awards manual in the light of its implementation in three grants cycles. The suggested revisions were shared with USAID. These include USAID's right for post facto decrease in qualifying marks and increasing the ceiling of Fixed Obligation sub-awards from \$100,000 to \$250,000.

The Unit contributed to identifying the ways whereby non-partner NGOs could be included in the capacity building program of the project. In this regard, a request for modification in the contract was sent to the USAID on August 2, 2012. It is expected that this change will contribute towards improvement of outreach and quality of applications for the project.

The RFA for the fourth grants cycle was reviewed in the light of experience from previous cycles, and certain improvements were suggested to the USAID, which were approved.

The Unit contributed to preparation of required documentation and then discussions with the USAID for no-cost extension of the project from three to five years.

Project team continued review of the sub-awards manual in the light of its implementation in three grants cycles. The suggested revisions were subsequently communicated to USAID. These included, among others, USAID's right for post facto decrease in qualifying marks and increasing the ceiling of Fixed Obligation sub-awards from \$100,000 to \$250,000.

Operational pre-award assessments remained a challenge due to delays in reporting and conclusion. Since Cycle 3 was so far the largest in number of TDEA's recommendations to USAID, it was also realized that the management of pre-award assessments in large numbers is not possible by one sub-contractor. Accordingly, TDEA issued a Request for Proposals (RFP) on 25th September 2012 to a selected group of 28 audit firms approved by the Regional Inspector General (RIG) /USAID for audits. These firms have passed the quality control requirements of the RIG and are also being used by other USAID projects for pre-award assessments, audits, attestation and similar services. The list of such firms was obtained from the Office of Financial Management/ USAID. The intent is to engage more than one sub-contractor for pre-award assessments and TDEA will now have more capacity to manage sub-contracts and pre-award assessments in large numbers. The TAF team supported preparation and finalization of the solicitation and will also be part of the technical review committee for the proposals received against this solicitation.

Based on the recommendation of GMC, a note for record was prepared to document the aggressive approach towards grant making and its associated risks. This note will be circulated to PSC and USAID in beginning of next quarter to manage expectations and clarifying the approach of project.

4.1.3. Due Diligence:

Anti-terrorist and other compliance check vetting was conducted by the Grants Team for the applications approved by PSC/ USAID under Cycle 1, Cycle 2 and Cycle 3. Process of finalizing different pre-award forms and disclosure checklists related to these grant applicants was also completed.

4.1.4. Award of Grants:

In total, 18 grants were awarded during the quarter. These included 11 awards under the Second Grants Cycle applicants under the thematic area of 'Education Sector Reforms'. In total, 12 applications had been approved

by the USAID. However, Semiotics withdrew its application later on. In addition, Grants were awarded to 7 applicants relating to the FCR and Legislative Governance themes. Summary information about these grants is presented below: (For province or region wise distribution of sub-awardees, see Appendix II).

Theme	Nation-wide	Punjab	Sindh	KPK	FATA	Balochistan	GB	AJ&K	Total
Education	1	4*	1	4	0	0	0	1	11
FCR Reforms	0	0	0	0	2	0	0	0	2
Municipal Services	0	1	0	1	0	0	0	0	2
Legislative Governance	0	0	0	2	0	1	1	1	5
Total	1	5	1	7	2	1	1	2	20

*These include one application, which is remained withheld pending clarification from the USAID.

Overall Snapshot of Grants under Contract

Thematic Area	Cycle	No. of Grants Allocated for Award in RFA	No. of Grants Recommended by PSC to USAID	No. of Grants Approved by USAID	Signed Awards
1. Citizens' Engagement and Accountability for an Effective Local Government System	Third	5	9	Pending	Pending
2. Citizens' Advocacy for Implementation of 18th Amendment	Third	8	7	Pending	Pending
3. Energy Sector Reforms	Third	10	8	Pending	Pending
4. Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Third	2	5	2	2
4. Citizens' Voice for Transparent and Accountable Mechanism	Third	6	7	Pending	Pending
Total		31	36	2	2
1. Citizens' Voice for Effective Legislative Governance	Second	15	4	12*	5
2. Education Sector Reforms	Second	10	12	12	11
3. Citizens' Voice and Public Accountability in Tax Collection	Second	10	1	2**	Pending

Sector					
4. Advocacy for Strengthening Legal Framework for NPOs	Second	2	0	0	0
Total		37	17	26	16
1. Energy Sector Reforms	First	10	4	4	4
2. Improving Water Rights	First	4	4	4	4
3. Citizens oversight on Municipal Services	First	10	10	7	7
Total		24	18	15	15
Grand Total		92	71	43***	33

* While 4 were recommended by PSC, 8 were directly approved by USAID making the total number 12.

**While 1 was recommended by PSC, 1 was directly approved by USAID making the total number 2.

*** Difference between approved and signed grants is due to the fact 10 were still being processed for award, requiring due diligence and revisions of the application..

4.1.5. Orientation Sessions:

An orientation meeting for grantees of Education Sector Reforms under Second Grants Cycle was held on August 31, 2012. Director Finance, Grants and Compliance along with his team, conducted the meeting. In total, 20 persons from 10 organizations attended the session.

4.1.6. Pre- and Post-Award Conditions:

Keeping in view the pre-award risk assessments, pre- and post-award conditions were agreed upon with all the sub-awardees. Purpose of these conditions is to ensure that sub-awardees improve their systems and procedures for efficient implementation of the project as well as for long-term institutional development. Later, the Grants Unit, along with M&E Unit, tracks the sub-awardees' performance in terms of meeting such conditions.

4.1.7. Modifications to Existing Grants:

5 sub-awardees from cycle 1 and 1 sub-awardee from cycle 2 requested for modification to their awards, which were mostly of administrative nature. These were followed up through GMC, Chief of Party (COP), Project Steering Committee (PSC) and USAID as per the process defined in the approved Sub-awards Manual.

4.1.8. Technical Assistance to Sub-awardees:

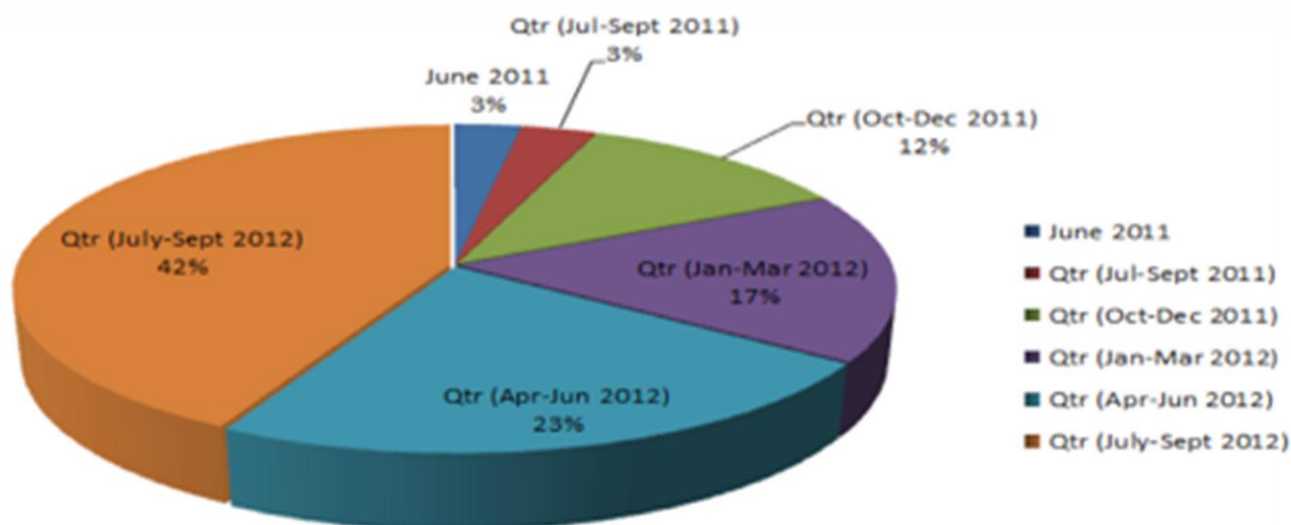
Existing sub-awardees were provided technical assistance in the areas of financial management, record keeping and reporting on a daily basis. The TAF team and project team for grants coordinated with sub-awardees for any issues that they faced and guided them about the required standards of record keeping and reporting for USAID grants.

4.2. Finance:

Finance unit prepared and then updated, as required, revised budget for the project to cover no-cost extension for two more years as well as incorporation of the Election Information Management System (EIMS) component into the budget as approved separately by USAID.

Besides, the Unit continued to perform a range of routine functions including financial management, submission of reports to the USAID, payments to sub-contractors, and other functions relating to compliance with USAID regulations and TDEA policies.

	June 2011	Qtr (Jul-Sept 2011)	Qtr (Oct-Dec 2011)	Qtr (Jan-Mar 2012)	Qtr (Apr-Jun 2012)	Qtr (July-Sept 2012)	TOTAL
Salaries & Wages	745,248	3,395,849	7,128,358	10,484,369	10,592,933	11,039,217	43,385,974
Fringe Benefits	61,968	471,964	855,703	1,150,588	1,254,180	2,254,187	6,048,590
Travel, Trans & Per Diem	-	-	-	45	31,009	883,538	914,592
Procurement	935,269	1,727,662	495,400	1,998,800	176,280	2,621,383	7,954,794
Equipments & Supplies	30,000	346,156	603,098	886,181	1,148,772	882,031	3,896,238
Communication	20,000	140,825	636,913	415,948	180,495	650,982	2,045,163
Subcontracts	-	-	10,691,082	18,355,436	30,717,786	67,748,700	127,513,004
Other Direct Cost	4,080,000	187,221	3,961,881	1,502,272	4,379,345	3,017,739	17,128,458
Fee	90,514	488,758	653,616	787,506	844,466	1,019,061	3,883,921
TOTAL	5,962,999	6,758,435	25,026,051	35,581,145	49,325,266	90,116,838	212,770,734



4.3. Compliance:

AASR-GT team continued to perform compliance function in relation to procurement orders and transactions on monthly basis.

The second semi-annual compliance report was finalized and submitted to the management. The management provided its responses to the report for conclusion.

5. Management Information System (MIS)

The MIS Unit performed the following tasks during the quarter:

- Updated information of Cycle 1 and Cycle 2 on OTI DATABASE.
- Created a new website template.
- Developed import filters for milestones module 6.
- Extended GMIS support to CSOs and other stakeholders/COR.
- Launched an in-house collaboration and email server to forestall the hosting provider mail box size cap - thus we currently have unlimited in-box capacity for all project users with collaboration facilities (document sharing, folders, tasks, calendar etc.).
- Incorporated GOOGLE APPS FREE version with 10 users and gave its access/configured it for the top managers/COP and Directors etc. They now have the support of GOOGLE collaboration suite.
- PMP requirements were finalized and a demo PMP module was launched based on new requirements of MNE. The module was tested and the only requirement that is still not met is related to the geographical (UC wise etc.) data. As soon as the data becomes available, the module will be enabled for the end users/CSOs.
- Cycle 3 was launched and MIS provided the requisite support;
- Cycle 4 was launched on September 30, 2012. The GMIS was primed for the new cycle with appropriate permissions and segregation of access rights.
- The website was updated with content and information related to cycle 4.
- Information about cycle 4 was disseminated to more than 2,500 users via emails.
- The Unit facilitated the procurement process for EIMS.
- Updated OTI database & PAKINFO with all available grants information.
- Extended GMIS support to project staff, CSOs and other stakeholders.
- Inclusion of menus, navigational items and other content updates in new website template.
- Updated GMIS Tamper check module i.e. color codification between 'not uploaded', 'matched' and 'unmatched entries'.
- Updated TRC summary module.

6. Capacity Building

6.1. Grantees:

During the quarter, following major activities were implemented:

AASR's Capacity Building team conducted training of sub-grantees of First Grants Cycle in Financial Management, Human Resource Management and Procurement Management from August 29-31, 2012 at Hotel Crown Plaza, Islamabad. 26 persons, including 5 females, from 13 partner organizations participated in the 3-days training workshop.

TAF and COMSATS organized a training of trainers workshop for a seven days long management course to be conducted by COMSATS University and Institute of Business Management (IoBM) for senior management of CSOs on September 27 and 28, 2012. In total, 23 persons, 16 males and 7 females, from COMSATS and IoBM attended the workshop.

Arrangements for signing of a contract with IoBM for a management course in Karachi were finalized. The IoBM was to implement the training for the first batch on October 15, 2012.

TAF made preparations for Third Quick Impact Training for sub-grantees in Education Sector. In this regard, review and revision of handbook and trainers' manual to incorporate changes required for delivering Education Sector specific Quick Impact Training took place. CVs received from trainers for delivery of sector specific sessions were also reviewed on the basis of which a consultant was shortlisted and selected.

AASR's Capacity Building team finalized arrangements for the 2nd training of sub-grantees in Financial Management, Human Resource Management and Procurement Management to be held on October 10-12, 2012 at Marriott Hotel, Islamabad.

6.2. TDEA:

On the request of Trust for Democratic Education and Accountability (TDEA), TAF conducted a training of selected project staff on Project Development on September 3-4, 2012. COMSATS University, with which TAF project team has been working on the curriculum for Long Term Institutional Development Training, was asked to provide resource persons. 30 persons, including 23 males and 7 females, attended the training.

Project team continued to extend support, follow up on earlier suggestions, and take initiatives aimed at improving management, oversight and other requisite systems within TDEA. More specifically, the related work covered aspects like proposals for the revision of policy framework in the light of needs identified by the project management in consultation with management of TDEA secretariat.

7. Communications and External Relations

The Unit submitted the Branding and Marking plan for sub-grantees to USAID for approval on Thursday, August 2, 2012.

The Unit helped in drafting and finalizing various reports like the monthly reports, Project Annual Report and Annual Work Plan 2012-13.

The Communication Unit assisted the M&E Unit in editing and approving the advertisements and IEC materials of 13 sub-grantees.

The Unit facilitated the technical process related to redesigning of website, which was completed by end of September 2012.

The Communication Unit assisted the M&E Unit in editing and approving the advertisements and IEC materials of 15 sub-grantees. In total, the Unit responded to 20 requests.

The Unit facilitated the solicitation process in relation to cycle 4. Besides, it made preparations for a range of outreach initiatives including emails about cycle 4 to potential grantees, information sessions and dissemination of information through media.

The Unit planned and organized various meetings and provided assistance to other teams, as required.

8. Election Information Monitoring System (EIMS)

8.1. Office Setup and Other Preparations:

The USAID approved the EIMS under the Citizens Voice Project on August 17, 2012. Soon after, a building was procured on rent basis in F-10 for the EIMS Office, which was quickly setup and made functional by providing all the basic facilities including Internet service, office vehicle on rent basis, furniture, equipment, and security staff. Furthermore, Procurement process for the following items was also initiated:

- Generator
- Cisco network switches
- Four port remote power control unit
- Desktop computers
- Multi – function printer
- Server rack
- Data backup server
- Exchange server
- VPN server
- Wireless Access

A draft Network Manual for Technological Process Flow of EIMS has also been drafted.

The following staff members, selected from amongst the existing staff of TDEA and as approved by USAID, formally started working on the project from September 1, 2012:

No.	EIMS Designation	Employee Name	TDEA Designation
1.	Project Director	Rizwan Ayub	Manager Data Center
2.	Network Administrator	Faisal Khanzada	Network Administrator
3.	Manager Reporting and verification (To be Renamed as Senior Editor)	Aaqib Khan	Editing Consultant
4.	Reports Editor (To be renamed as Sr. Communication and Reporting Officer)	Asima Hasan	SPO-Network Affairs
5.	Reports Editor	Saqib Riaz	Advocacy Officer
6.	Verification Officer (To be renamed as Data Verification Coordinator)	Munasir Hussain	Data Verification Consultant

TDEA also mobilized an Inception Team from its Secretariat to help set up the EIMS Office and support the implementation of the project until the relevant recruitments were completed. The team consisted of the following TDEA employees:

S.no	Employees	TDEA Designation	Appointed areas
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1	Adnan Amin	Finance Manager	Finance
	Faisal Khanzada	Network Administrator	Network Administration
2	Adnan Babar	Senior Procurement and Administration Officer	Procurements and Administration
3	Kamran Amin Butt	Senior Finance Officer	Finance
4	Aymen Abdullah	Human Resources Officer	Human Resources

The EIMS is being managed within the preview of Citizens' Voice Project. In view of this, the relevant staff and management of the project have also been considerably engaged in supporting and facilitating the teams directly engaged in implementing the EIMS.

As for the recruitment of staff, applications for various positions and vacancies were sought through an advertisement published in *The News* and *Express Tribune* (Urdu) on Wednesday, September 12, 2012. By the end of the month, the recruitment process involving short-listing of candidates, formation of interview panels, and conduct of interviews was underway.

It is expected that the EIMS office will be fully functional by the end of October 2012.

9. Challenges Faced

During the quarter, the project faced and responded to a range of challenges, which affected the pace of implementation at various levels. These included the following:

- 9.1. In response to the third grants cycle solicitation, the project received 170 applications, which showed an improvement in terms of quality and number of applications on the earlier cycles, though it was still short of expectations. The project management took steps to expand and deepen its outreach through more targeted information sessions, media engagement, and use of information technology. These changes paid off as, under the fourth grants cycle, 369 applications have been received. Project management also implemented and recommended measures to improve the quality of applications, which include a plan to deliver trainings to potential applicants in project proposal development. Such trainings will be implemented as soon as the USAID approves the required modification in the contract.
- 9.2. It was a challenge to conduct operational pre-award assessments within a short span of time for the short-listed applicants under the third grants cycle. It is because, within the existing arrangement, it was not possible to mobilize multiple teams. The project management responded to it, and took steps to engage more organizations for pre-award assessments under the following grant cycles.
- 9.3. The project staff was successful in reducing the time taken for the evaluation of applications, except the operational pre-award assessments. Under the third grants cycle, 36 recommendations for awards

were submitted to the USAID within a period of 30 to 50 days, despite Eid holidays. However, significant time was taken by USAID in giving approvals on recommended awards as well as in approving themes for new cycles.

- 9.4. Several sub-awardees had committed to sign MoUs with relevant government authorities to formalize their partnerships and ensure that project activities lead to optimal impact in terms of inclusion of citizens' voice in policy, planning or implementation processes. However, most of these organizations faced difficulties in view of non-cooperation or bureaucratic glitches.
- 9.5. In certain cases, sub-awardees needed 'No Objection Certificates (NOCs)' from security agencies, which were hard to obtain in a short span of time due to cumbersome and time-consuming procedures.
- 9.6. It is a first project of its size and nature with exclusive focus on governance, especially in terms of strengthening citizens' voice and accountability. The design of the project encourages and supports civil society linkages and partnerships with government authorities. However, experience of civil society sector, as well as of government agencies, for establishing and managing such linkages and partnerships is limited. As a result, sub-awardees face challenges in obtaining the cooperation or support of state authorities. Project management has taken steps to provide them with targeted training and backstopping to address such challenges.
- 9.7. Participation of females in project activities is low in some regions like Baluchistan, Sindh and KP. Proactive efforts are being made to address the related challenges.
- 9.8. Many sub-awardees faced difficulties in preparing and finalizing their PMPs, as required by the project. This contributed to delays in payments as well as in the implementation of other project activities. The project management has already tasked the capacity building team to provide trainings to relevant staff members of grantee organizations for developing PMPs.

Appendix IA: List of Programmatic Pre-Award Assessments

Application #	Applicant Name	Risk Category
2nd Grant Cycle		
Legislative Governance		
CVP-02-12-131-267	Pakistan Institute of Legislative Development and Transparency- PILDAT	Low Risk
CVP-02-12-36-172	CPPR/IMS	Low Risk
<u>CVP-02-12-57-193</u>	Kohsar Welfare & Educational Society	Low Risk
CVP-02-12-116-252	DDO Durawa Development organization (Kashmir)	Medium Risk
CVP-02-12-51-187	SHAD Society for Human Assistance and Development (Balochistan)	Medium Risk
CVP-02-12-127-263	Kuchlak Welfare Society	Medium Risk
CVP-02-12-95-231	Multi Commune	High Risk
3rd Grant Cycle		
Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms		
CVP-03-12-67-334	Devolution Trust for Community Empowerment	Low Risk
CVP-03-12-135-402	Step Towards Empowerment of Pupils (STEP)	Medium Risk
CVP-03-12-32-299	Society for Human & Institutional Development (SHID)	Medium Risk
CVP-03-12-156-423	Poverty Eradication Initiative (PEI)	Medium Risk
CVP-03-12-48-315	Center for Research and Security Studies (CRSS)	Medium Risk
Citizens' Engagement and Accountability for an Effective Local Government System		
<u>cvp-03-12-49-316</u>	Cavish Development Foundation	Low Risk
<u>cvp-03-12-103-370</u>	Awareness on Human Rights, Social Development and Action Society	Low Risk
<u>cvp-03-12-134-401</u>	Holistic Understanding for Justified Research and Action	Low Risk
cvp-03-12-47-314	Sanjh Foundation	Low Risk
<u>cvp-03-12-51-318</u>	Pak Rural Development Program	Medium Risk
cvp-03-12-109-376	Al-Mustafa Welfare Association	Medium Risk
<u>cvp-03-12-59-326</u>	Society for the Advancement of Nature, Justice & Health	High Risk
<u>cvp-03-12-87-354</u>	AGHAZ Consulting	High Risk
Citizens' Voice for Strengthening Transparency and Accountability Mechanisms		
<u>cvp-03-12-72-339</u>	Sindh Rural Support Program (SRSP)	Low Risk
<u>cvp-03-12-148-415</u>	NGOs development society	Low Risk
cvp-03-12-89-356	Community Development Foundation	Low Risk
<u>cvp-03-12-99-366</u>	Kainaat Development Association	Medium Risk
<u>cvp-03-12-20-287</u>	Development Resource Solutions	Medium Risk
<u>cvp-03-12-50-317</u>	Development Environment Legal Aid Technical-Support & Advocacy Association	High Risk
Citizens' Advocacy for Implementation of 18th Amendment		
CVP-3-12-52-319	Citizens' Commission for Human Development (CCHD)	Low Risk

Application #	Applicant Name	Risk Category
<u>cvp-03-12-13-280</u>	Yar Muhammad Samejo Educational Society & Development organization	Medium Risk
<u>cvp-03-12-140-407</u>	Advocacy, Research, Training and Services Foundation	Medium Risk
<u>cvp-03-12-55-322</u>	Youth Front Pakistan	Medium Risk
<u>cvp-03-12-58-325</u>	Umang Development foundation	Medium Risk
<u>cvp-03-12-27-294</u>	Coastal Association for Research and Development	Medium Risk
<u>cvp-03-12-66-333</u>	Society for Alternative Media and Research	High Risk
<u>CVP-03-12-65-332</u>	Development, Awareness and management of natural resources (DAMAN)	High Risk
<u>cvp-03-12-90-357</u>	Islamic World Citizens Foundation	High Risk
Energy Sector Reforms		
<u>cvp-03-12-122-389</u>	Strengthening Participatory Organization	Low Risk
<u>CVP-03-12-30-297</u>	Azad Jammu Kashmir Rural Support Program (AJKRSP)	Low Risk
<u>cvp-03-12-136-403</u>	Global Prosperity network	Medium Risk
<u>cvp-03-12-152-419</u>	Public Welfare Organisation	Medium Risk
<u>cvp-03-12-142-409</u>	Young Welfare Society	Medium Risk
<u>cvp-03-12-95-362</u>	Research Institute of Natural Resources of Pakistan	High Risk
<u>cvp-03-12-100-367</u>	Sustainable Solutions (Pvt) Ltd	High Risk
<u>CVP-03-12-35-302</u>	Human Empowerment & Liberty Program (HELP)	High Risk
<u>cvp-03-12-15-282</u>	Techno Green Associates	High Risk

Appendix IB: List of Operational Pre-Award Assessments

Sr #	Grantee Name	Cycle	Thematic Area	Assessment Type	Overall Risk	Conducted By
1	Pakistan Institute of Legislative Development and Transparency (PILDAT)	Cycle 2	Citizens' Voice for Effective Legislative Governance	Detailed Assessment	Low	GT/AASR
2	Durawa Development Organization (DDO)	Cycle 2	Citizens' Voice for Effective Legislative Governance	Detailed Assessment	Low	GT/AASR
3	DevCon an Association for Rural Development	Cycle 2	Citizens' Voice for Effective Legislative Governance	Upgrade of Rapid to Detailed Assessment	High	GT/AASR
4	Human Empowerment and Liberty Program (HELP)	Cycle 3	Energy Sector Reforms	Detailed Assessment	Moderate	GT/AASR
5	Development Resource Solutions (DERS)	Cycle 3	Citizens' Voice for Transparent and Accountable Mechanism	Rapid Assessment	High	GT/AASR
6	Development Environment Legal Aid Technical Support Association (DELTA)	Cycle 3	Citizens' Voice for Transparent and Accountable Mechanism	Rapid Assessment	High	GT/AASR
7	NGO's Development Society (NDS)	Cycle 3	Citizens' Voice for Transparent and Accountable Mechanism	Detailed Assessment	Moderate	GT/AASR
8	Kainaat Development Association (KDA)	Cycle 3	Citizens' Voice for Transparent and Accountable Mechanism	Detailed Assessment	High	GT/AASR
9	Islamic World Citizens Foundation (IWCF)	Cycle 3	Citizens' Advocacy for Implementation of 18th Amendment	Detailed Assessment	High	GT/AASR
10	HUJRA Village Support Organization (VSO)	Cycle 3	Citizens' Engagement and Accountability for an Effective Local Government System	Detailed Assessment	Low	GT/AASR
11	Society for Alternative Media and Research (SAMAR)	Cycle 3	Citizens' Advocacy for Implementation of 18th Amendment	Detailed Assessment	High	GT/AASR
12	Techno Green Associates (TGA)	Cycle 3	Energy Sector Reforms	Rapid Assessment	High	GT/AASR
13	AGHAZ Consulting	Cycle 3	Citizens' Engagement and Accountability for an Effective Local Government System	Detailed Assessment	High	GT/AASR
14	Pak Rural Development Programme (PRDP)	Cycle 3	Citizens' Engagement and Accountability for an Effective Local Government System	Detailed Assessment	Low	GT/AASR
15	Cavish Development Foundation (CDF)	Cycle 3	Citizens' Engagement and Accountability for an Effective Local Government System	Detailed Assessment	Low	GT/AASR
16	Research Institute of Natural Resources of Pakistan (RINP)	Cycle 3	Energy Sector Reforms	Rapid Assessment	Moderate	GT/AASR
17	Public Welfare Organization (PWO)	Cycle 3	Energy Sector Reforms	Rapid Assessment	Moderate	GT/AASR
18	Umang Development Foundation (UDF)	Cycle 3	Citizens' Advocacy for Implementation of 18th Amendment	Detailed Assessment	High	GT/AASR

19	Step towards Empowerment of Pupil (STEP)	Cycle 3	Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Detailed Assessment	Low	GT/AASR
20	Poverty Eradication Initiative (PEI)	Cycle 3	Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Detailed Assessment	High	GT/AASR
21	Society for Human and Institutional Development (SHID)	Cycle 3	Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Detailed Assessment	Moderate	GT/AASR
22	Devolution Trust for Community Empowerment (DTCE)	Cycle 3	Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Detailed Assessment	Moderate	CVP-Grants Team
23	Center for Research & Security Studies (CRSS)	Cycle 3	Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Detailed Assessment	High	CVP-Grants Team
24	Strengthening Participatory Organization (SPO)	Cycle 3	Energy Sector Reforms	Detailed Assessment	Moderate	CVP-Grants Team
25	Children First (CF)	Cycle 3	Citizens' Advocacy for Implementation of 18th Amendment	Upgrade of Rapid to Detailed Assessment	Low	GT/AASR
26	Institute of Social and Policy Sciences (ISAPS)	Cycle 3	Citizens' Engagement and Accountability for an Effective Local Government System	Upgrade of Rapid to Detailed Assessment	Low	GT/AASR

Appendix II: Province or Region Wise Distribution of Sub-Awardees (As on September 30, 2012)

	Nation-wide	Punjab	Sindh	KPK	Balochistan	FATA	GB	AJ&K	Total
Energy Sector Reforms	3	0	0	1	0	0	0	0	4
Water Rights	0	3	1	0	0	0	0	0	4
Municipal Services	0	1	3	3	0	0	0	0	7
Education Sector Reforms	1	4	1	4	0	0	0	1	11
FCR Reforms	0	0	0	0	0	2	0	0	2
Legislative Governance	0	0	0	2	1	0	1	1	5
Total	4	8	5	10	1	2	1	2	33

Note: These 33 awards include CPDI, which was withheld on August 06, 2012 pending clarification from the USAID.

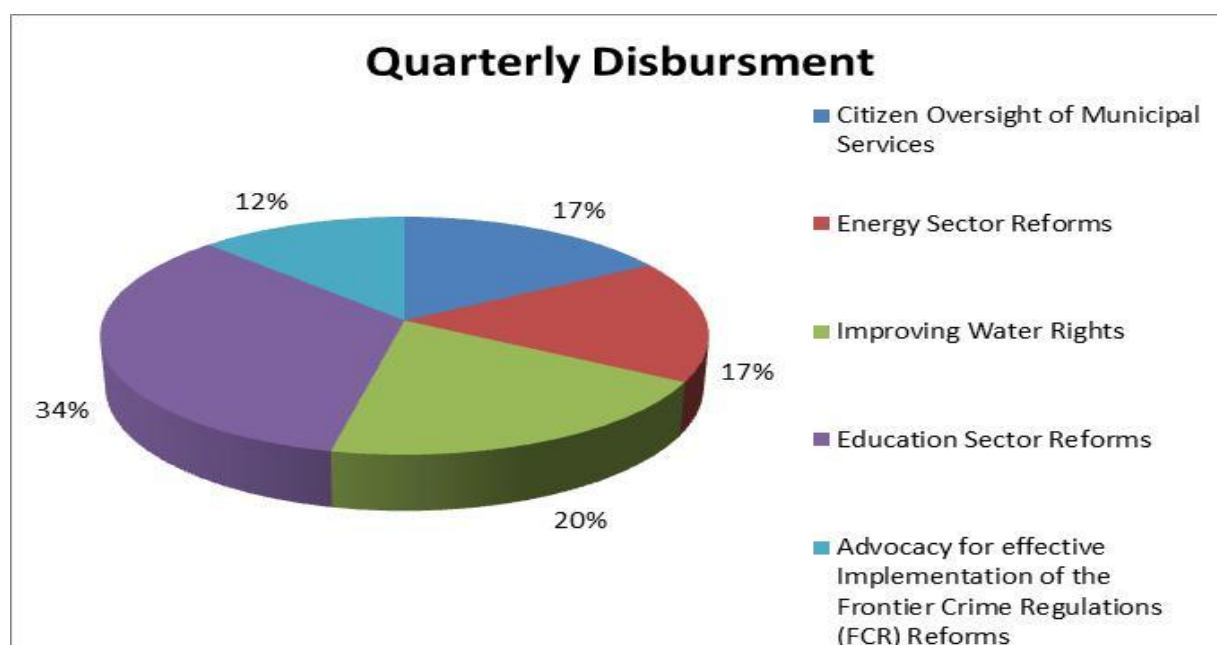
Appendix III: Thematic Area Wise Pre- and Post-Award Conditions Update (As by September 30, 2012)

Thematic Area	No. of Grants	Conditions Agreed over Grant Period		Conditions due till September 30, 2012		Conditions Met till date	
		Pre-award	Post-award	Pre-award	Post-award	Pre-award	Post-award
Citizens oversight on Municipal Services	7	0	36	0	24	0	7
Energy Sector Reforms	4	0	14	0	13	0	6
Improving Water Rights	4	1	17	1	16	0	6
Education Sector Reforms	10	0	41	0	16	0	0
Citizens' Voice for Effective Legislative Governance	5	0	21	0	4	0	0
Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	2	0	5	0	0	0	0
Total	32	1	134	1	73	0	18

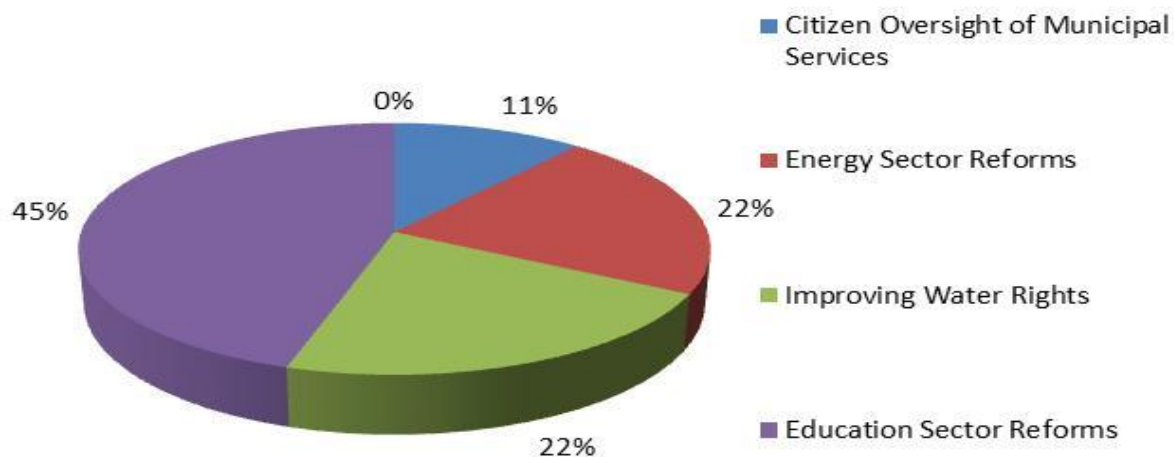
Note: The above table does not include CPDI under "Education Sector Reforms".

Appendix IV: Themes and Organization Wise Grant Disbursement (As on September 30, 2012)

Thematic Area	Quarterly Disbursement	Quarterly Expenditure
Citizen Oversight of Municipal Services	4,712,598.00	2,375,422.00
Energy Sector Reforms	4,705,850.00	4,635,448.00
Improving Water Rights	5,718,874.00	4,705,801.00
Education Sector Reforms	9,648,837.00	9,648,837.00
Advocacy for effective Implementation of the Frontier Crime Regulations (FCR) Reforms	3,549,256.00	-



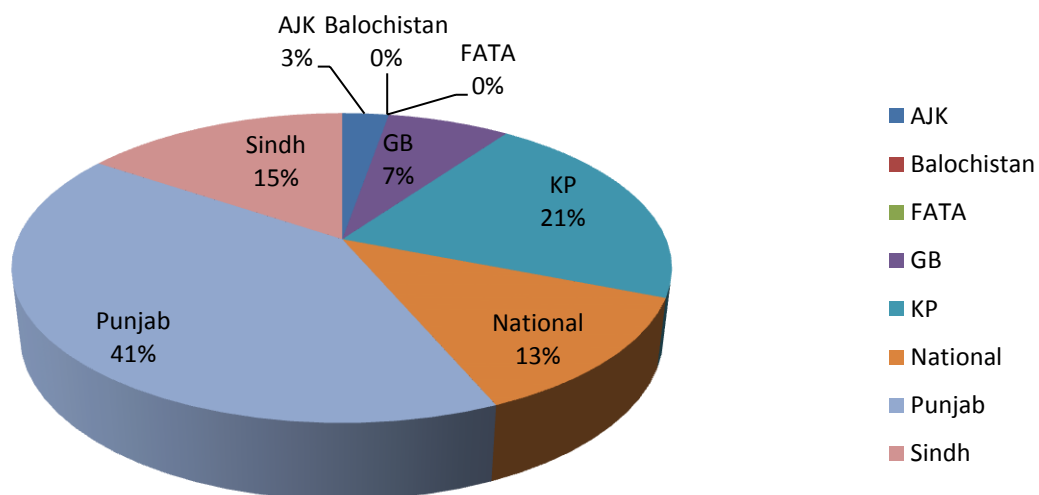
Quarterly Expenditure



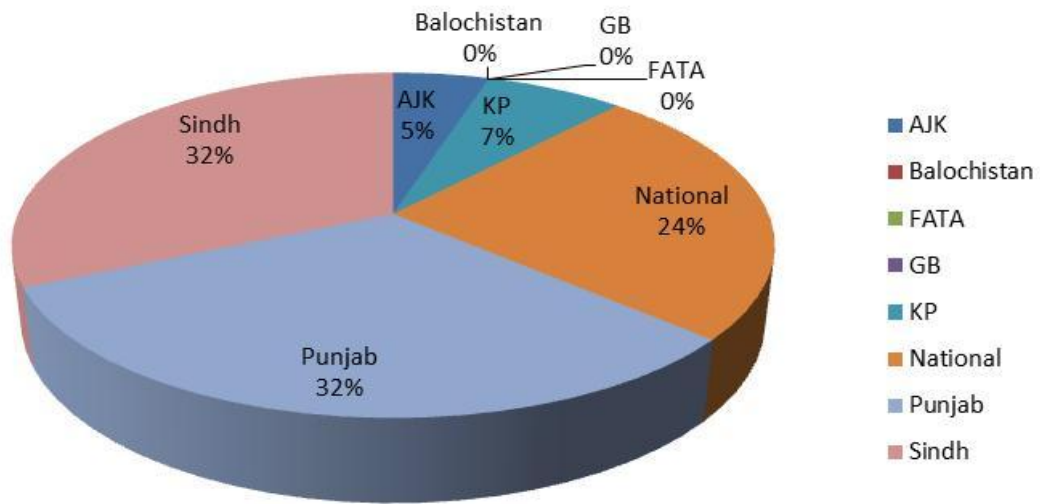
Description	AJK	GB	KP	National	Punjab	Sindh
Disbursement (Quarter 3 2012 – Rs.)	991,988	2,615,854	7,717,510	4,613,056	14,946,420	5,683,617
Expenditure (Quarter 3 2012 – Rs.)	991,988	-	1,438,294	5,057,652	6,495,946	6,495,946

There were no disbursements for Balochistan and FATA during the quarter.

Disbursement (Quarter 3 2012)



Expenditure (Quarter 3 2012)



Appendix V: List of Sub-Awardees (As on September 30, 2012)

S #	Name of Organization	Project Title	Proposed Geographic Area	Project Duration	Project Cost(PKR)	Contact Details
Thematic Area: Improving Water Rights						
1	Awaz Foundation Pakistan, Centre for Development Services	Improving Water Rights of Rural Communities in District Multan and Bahawalpur	Multan, Bahawalpur	April 20, 2012 to April 13, 2013	11,129,000	Muhammad Zia-ur-Rehman # 2440N/8A, D Block, New Shamsabad Colony Multan-Pakistan 92 (0)61 4784606 92 (0)300 6301215
2	DAMAAN Development Organization	Transforming the Thinking-A Project for Materializing the Water Rights and Entitlements	Khanewal, Multan, Vehari, and Lodhran	April 20, 2012 to April 13, 2013	10,198,000	Shoaib Aziz (Islamabad address) Plot number 214, sector G, Judicial town near chatar park, Muree road, Islamabad 051-2860142 +92-346-5949188
3	Governance Institutes Network International (GINI)	Improving Water Rights in Central Punjab	Central Punjab	April 20, 2012 to April 13, 2013	12,749,344	Usama Bakhtiar Ahmed House 23, Street 30, Sector F-8/1, Islamabad 051-2856511, 0303- 5661538
4	Participatory Efforts for Healthy Environment	Capacity Building of Farmers Organization for effective and efficient advocacy for Water Rights, in Sindh	Sukker	April 20, 2012 to April 13, 2013	11,683,000	Ali Anem Shahwani House # B-2, Prince Town, Phase II, Qasimabad, Hyderabad, Sindh – Pakistan 92-22-2650987 +92-333-3297450

Thematic Area: Energy Sector Reforms						
5	Consumer Rights Commission of Pakistan	Improving gas sector governance through evidence generation and public participation	National	April 20, 2012 to April 13, 2013	8,057,343	Asif Masood House 13, Street1, Sector G-6/3, Islamabad 051-111739739
6	Semiotics Consultants (Pvt.) Limited	Energy Sector Reforms	National	April 20, 2012 to April 13, 2013	8,309,000	Ajmal Baig # 6-7, 2nd Floor, Pearl Center, Block-13, Super Market, F-6 Markaz, Islamabad-Pakistan 92-51-227 1248, 287 7266 92-333-521 2221
7	People Empowerment and Consulting Enterprise (PEACE)	Enhancing electricity sector efficiency with public participation (EESEPP)	Mardan, KPK	April 20, 2012 to April 13, 2013	8,139,600	Masood ul Hassan Office # 29 A, Street # 13, Rahatabad Peshawar 92-91-5845050
8	TheNetwork for Consumer Protection	New Energy Contract between Consumer & State/Regulator	Islamabad, Rawalpindi	April 20, 2012 to April 13, 2013	8,499,764	Nadeem Iqbal TheNetwork for Consumer Protection, Flat 5, 40-A, Ramzan Plaza, G-9 Markaz, Islamabad 051-2261085/2264881 0333-5126506

Thematic Area: Municipal Oversight						
9	Akhtar Hameed Khan Resource Centre (AHKRC)	Social Accountability of Municipal Services Delivery and Development in Peshawar	Peshawar, KPK	April 20, 2012 to April 19, 2014	8,321,500	Fayyaz Baqir #6, Street 56, F-6/4, Islamabad 92 51 2822 752 92 41 2822 792 92 300 50171139
10	Dir Area Development Organization (DADO)	Citizen participation in the Municipal Services for the sustainable development of District Dir Upper - KPK	Dir - Upper	April 20, 2012 to April 19, 2014	8,468,000	Abid Ali Abid Main Bazar Road Dir, Haji Mahabat Khan Building, Camp Colony Dir District Upper Dir. 92 944 881146 92 3005992358
11	Goth Seengar Foundation	Work together for improvement of solid waste management system	Jacobabad	April 20, 2012 to July 19, 2013	7,990,800	Qazi Muhammad Raees Flat1 , E - 36 near SLS Montessori School; Sector G-11/4 Islamabad, 92 51 2301514 92 3028542099
12	DevCon Association for Rural Development	Citizen for change	Sangher	April 20, 2012 to April 19, 2014	8,470,200	Nisar Ahmed House No. 124/A-16, Housing Society. Sanghar 03333555403
13	Participatory Educational Awareness and Community Empowerment (PEACE) Sind	Citizens' Responsive Governance at TMA level	Mirpur Khas	April 20, 2012 to April 19, 2013	7,653,000	Tahir Jadoon PEACE-Sindh: Flat No. A-47, first floor, Salman tower, main national Highway, Malir Karachi, 92 812302014-03003825277
14	Association for Behavior and Knowledge Transformation (ABKT)	Improvement and strengthening of TMA's Municipal Service through advocacy, citizens' involvement and oversight	Malakand, KP	06/04/2012 to 05/04/2014	7,666,980	Zoya Zain H # 19-C, opposite Shirin Mahal factory, old bara Road, university Town, Peshawar 92915700240 92 345 9669525
15	Association of Global Humanists & Ethics (AGHE)	Meri Awaz	Multan	August 06, 2012 to April 05, 2014	8,496,750	Syed Ijaz Hussain Shah House # 616, Street # 69, I-8/3, Islamabad 0344-5551234

Thematic Area: Education						
16	Development & Empowerment Women Association	Citizen participation in the Education Strengthening for the socio-economic development of Dir Lower -KPK	Dir	August 06, 2012 to August 05, 2013	7,686,000	Muhammad Asad Kalpani Bajoro Road, Ziarat Talash, Tehsil Timergara, District Lower DIR, KPK, Pakistan 0945-871280, 092-3469380025
17	Pak education society	Sustainable Education Initiatives in district Shangla, KPK	Shangla	August 06, 2012 to August 05, 2013	7,065,500	Ahmad Hussain House # 72, Street 6, Mehfooz road, Defense officers colony, Peshawar Cantt. 091-5841575, 3458910123
18	Society for Human Empowerment and Rural Development	Making Schools Accountable to Performance	Khushab	August 06, 2012 to August 05, 2013	8,360,727	Muhammad Sadiq Village and Post Office Mitha Tiwana 0454-730201-204, 092-334-5252525
19	DevCon - An Association for Rural Development	Education's Reform through Expenditure Analysis on Primary Education	Hyderabad, Sukkur & Larkana	August 06, 2012 to August 05, 2013	7,272,400	Nisar Ahmed Nizamani House # 124/A-16, Housing Society, Sanghar, Sindh, Pakistan 092-235-541441 – 2, 092-3333555403
20	Children First	Strengthening Citizens' Voice to ensure Compulsory & Free education and Promote accountability in education sector	KPK	August 6, 2012 to May 5 2013	7,359,500	Asif Hayat H-79, St. 92. Sector I-8/4. Islamabad. 092-51-4864259, 092-302- 8586999
21	Sudhaar Society	Strengthening of Citizens' Voice and public accountability through oversight on education system and advocacy for improvement of quality of education in government and private schools of district Narowal	Narowal	August 06, 2012 to August 05, 2013	7,930,500	Naeem Ijaz Butt Sudhaar Society 760-R Block Model Town Extension Lahore 092-42-35832511, 092-333-8664992

22	Leadership for Environment and Development Pakistan	Strengthening Civil Society Oversight of Education Decentralization in Punjab	Lahore	August 06, 2012 to August 05, 2013	8,491,778	Ali Tauqeer Sheikh House, F-7 Markaz, Islamabad, Pakistan 092 51-2651511
23	READ Foundation	Supporting Communities to Strengthen Education Sector in AJK	Rawalakot	August 06, 2012 to August 05, 2013	7,090,990	Fayyaz Ahmed H#747, Street 10, G-9/3 Islamabad 092 51-2253256, 092 300-5392722
24	Human Development Foundation	Advocacy Campaign for Education Sector Reforms in Pakistan	KP,Baluchistan, Sindh	August 06, 2012 to August 05, 2013	8,463,797	Humera Iqbal 092 323-8528149
25	Centre for Peace and Development Initiatives (CPDI)	Citizens' Oversight and Accountability of Education Sector Budgets	Chakwal, Jhelum and Lahore	August 6, 2012 to August 5, 2013	8,417,408	Amer Ejaz, H. 409-B, Main Nazim-ud-Din Road, F-11/1, Islamabad. Phone: +92-51-2108287; Fax: +92-51-2101594 Cell: +92-334-4328173
26	Organization for Human Development	Improving School Governance	Chardada, Mardan	August 06, 2012 to August 05, 2013	5,759,000	Amjad Ali Main Charsadda road near finance and planning department Mardan. 0937-774243, 0334-8470163, 092346-8159996

Thematic Area: Legislative Governance						
27	Your Engineering Solutions (YES) Pvt Ltd.	Design & Implementation of public IEC for mutually beneficial sustainable linkage between citizen & legislators of AJK Assembly	Kotli & Mirpur	September 28, 2012 to December 27, 2013	14,196,250	189B, Street 46, Sector F-11/3, Islamabad. Dr. Waseem Amer Cell:+92 (334) 4333623 Phone: +92 (51) 2291520 Email: waseem@yes.com.pk
28	Water, Environment & Sanitation Society (WESS)	Citizens' Voice for Enhanced and Effective legislation and Accountability	District Loralai, Ziarat, Baluchistan	10/09/2012 to 9/03/2014	13,815,952	Syed Ijaz Hussain Shah House # 616, Street # 69, I-8/3, Islamabad 0344-5551234
29	Association of Global Humanists & Ethics (AGHE)	Citizens' Voice for Effective Legislative Governance	GB	15343750	15,343,750	Syed Ijaz Hussain Shah House # 616, Street # 69, I-8/3, Islamabad 0344-5551234
30	Pak Women	Citizen Voice for Effective Legislative Governance Project KP.	District Mardan, Swat and Malakand	10/09/2012 to 09/03/2014	15,889,400	Azra Hussain House # 217, Street # 04, Sector T, Sheikh Maltoon Town Mardan, KPK .03465602472 – 03469183507
31	Hamdam Development Organization	Awareness and advocacy campaign aimed at Helping society better interact with the legislature at MPs of Provincial (KPK) and National Assembly	Tank, DIK, Laki Marwat, Bannu	10/09/2012 to 09/03/2014	13,835,000	Abdul Ghafoor House #06, Gulistan Society, Near Fauji Foundation Vocational Training Center West Circular Road D.I.Khan Pakhtunkha Pakistan 0346-7876188, 0092-966-733886

Thematic Area: FCR						
32	Step Towards Empowerment of Pupil (STEP)	Advocacy for effective Implementation of the frontier Crime Regulations (FCR) Reforms	1-Khyber Agency, 2-Orakzai Agency, 3-FR Peshawar, 4-FR Kohat 5-FR Bannu FATA	September 28, 2012 to December 27, 2013	15,077,400	House no 40-B, Sector B, Fazal-E-Haq Road, Sheikh Maltoon Town, Mardan , KPK Mr. Muhammad Ismail Khan Cell:+92(300) 9175857 Phone: +92(937) 796212 Email: inform_step@yahoo.com
33	Devolution Trust for Citizen Engagement (DTCE)	Advocacy for effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Bajaur Agency	September 28, 2012 to September 27, 2013	16,982,404	House No.10, Street 4, G-6/3, Islamabad Mr. Syed Mushir Hassan Naqvi Cell:+92 (300) 5017327 Phone: +92 (51) 111333823 Email: mushir.naqvi@dtce.org.pk

Note: Award to CPDI was withheld on August 06, 2012 pending USAID approval.